

Virginia Wireless E-911 Services Board

Project Management Monthly Activity Report

Vendor: L. Robert Kimball
 Region/Locality: Central Virginia
 Period: Sept 2003 (8/31 - 9/27)

Activity Report					
Task	Locality	% Complete	Total Hours	Hours this period	Comments
Active Tasks					
Installation Oversight				0	
Acceptance Testing				0	
System Implementation Monitoring & Coordination				0	
Map, CAD, GeoFile Assessment & Assistance					
Advise client of potential for mapping system with New Kent County	Powhatan			0.5	
Project Reporting & Status Review					
PM Billing preparation and review	Central VA			4	
Activity Report preparation	Central VA			4.75	
ADMIN billing preparation and review				5	
PSAP Strategic Planning				0	
CPE Assessment and Assistance				0	
Cost Recovery, True Up Assistance					
On-line FY2005 Funding Request training and preparation	Central VA			1	
Confirm status of FY2003 True-up	Central VA			0.5	
Provide assistance as requested with FY2003 True-up	Hanover, Powhatan, Richmond,			2	
Confirm status of FY2005 Funding Request	Central VA			0.5	
Provide assistance as requested with FY2005 Funding Request	Hanover, Powhatan, Richmond, Henrico			3.75	
WSP/LEC Contact, Coordination, Assessment					
Review T-Mobile Testing protocols. Evaluate test results. Provide test procedures guidelines.	Hanover			3.25	
Confirmed with Intrado concerning patch upgrade to their ALI database to resolve appendage of sector information to street field.	Central VA			0.5	
Cutover Planning & Assistance				0	
Training Assistance					
Validate current carrier contact information for troubleshooting and exigent circumstances.	Central VA			3.75	
				29.5	

Completed Tasks					
			0	0	

Issues of Importance		
Issue	Actions Proposed to Resolve Issue	Comments